



**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF MENTAL HEALTH**

VACANCY ANNOUNCEMENT

ANNOUNCEMENT NO: MHA-10-11	POSITION: Early Childhood Clinical Specialist
POSITION SERIES: DS-601	POSITION GRADE: 12/13
OPENING DATE: 11/12/09	CLOSING DATE: 11/18/09
IF "OPEN UNTIL FILLED" FIRST SCREENING DATE:	SALARY RANGE: DS-12 \$62,499 - \$79,959 Per Annum DS-13 \$72,010 - \$92,782 Per Annum
WORKSITE: 64 New York Avenue, N.E. Washington, D.C. 20002	TOUR OF DUTY: 8:15 AM – 4:45 PM Monday - Friday
PROMOTION POTENTIAL: DS-13, if selected at the DS-12 grade level.	AREA OF CONSIDERATION: Department Wide Only (MHA Employees will receive first consideration.)
AGENCY: DMH/MHA/OPP/Prevention and Early Intervention	NO. OF VACANCIES: Two (2)
DURATION OF APPOINTMENT: () Permanent (X) Term (13 months to 4 years) Not to Exceed <u>4 Years</u> Note: Continuation of appointment is contingent upon availability of funding. () Temporary (Up to 1 year), Not to Exceed _____ months.	
Pursuant to Title II of DC Law 15- 353, "The Child and Youth, Safety and Health Omnibus Amendment Act of 2004, as amended", the individual selected to fill this position will, as a condition of employment, be required to complete a Criminal Background and/or Traffic Record Check. Employment with the Department of Mental Health is subject to satisfactory findings.	
RESIDENCY REQUIREMENT: A person applying for a position in the Career Service, Educational Service, Management Supervisory Service, a line attorney position in the Legal Service (Series 905), or an attorney position in the Excepted Service (Series 905) who is a bona fide District resident, AT THE TIME OF APPLICATION for the position, may be awarded a 10-point residency preference over non-District applicants, unless the person declines the preference points. If selected, the person shall be required to present no less than 8 proofs of bona fide District residency and maintain such residency for 7 consecutive years from the effective date of the appointment. Failure to maintain bona fide District residency for the 7-year period will result in forfeiture of employment.	
BRIEF DESCRIPTION OF DUTIES: This position is a grant funded position. The incumbent serves as an Early Childhood Clinical Specialist for the Healthy Futures Program providing early childhood mental health consultation services to selected childcare facilities throughout Wards 7 and 8. Provides prevention, early intervention and treatment services for children birth to age 5 years of age. Conducts mental health screenings and assessments to determine the child and his/her families' current mental health status, medical, school, and family history. Provides case management services to students and their families. Identifies, coordinates and refers students and their families to community based services or linkages to outside agencies that provide mental health services. Provides crisis intervention services and assists with the development and implementation of individual child and childcare center wide crisis interventions. Serves as a member of the multidisciplinary team to establish goals and objectives for children and families and make recommendations to the team as a part of the planning process. Makes community and home visits when necessary to ensure continuity of care and to provide outreach services. May coordinate the work of Graduate level interns and provide clinical direction.	
QUALIFICATIONS REQUIREMENT: As a basic requirement, all applicants must have successfully completed a four (4) year course of study in an accredited college or university leading to a Bachelors or higher degree which involved major study in an academic field related to health or allied sciences. This position requires one (1) year of specialized experience equivalent to the next lower grade level in the normal grade progression for the position to be filled. Specialized experience is experience which is directly related to the position to be filled which has equipped the candidate with the particular knowledge, skills, and abilities to successfully perform the duties.	
SELECTIVE PLACEMENT FACTOR(S): To qualify, at a minimum, candidates must be licensed as a psychologist, LGSW or LICSW social worker; professional counselor; or marriage family therapist through the D.C. Department of Health, Health Professional Licensing Administration, as required by the Health Occupations Revision Act of 1985, Amendment Act of 1994, D.C. Law 6-99. Management desires candidate to possess early childhood mental health experience.	

SUBMISSION OF RANKING FACTORS

The following ranking factors will be used in the evaluation process. All applicants MUST respond to the ranking factors. Please describe specific incidents from your experience that show evidence of the level at which you meet the ranking factors that have been determined to be of importance for the position for which you are applying. You may refer to any experience, education, training, awards, outside activities, etc., that indicate the degree to which you possess the job-related knowledge, skills, and abilities described in the ranking factors. The information given in response to the ranking factors should be complete and accurate to the best of your knowledge. FAILURE TO RESPOND TO ALL RANKING FACTORS MAY ELIMINATE YOU FROM CONSIDERATION.

RANKING FACTORS

1. Knowledge of a wide range of theories, principles, and practices of clinical work in order to effectively evaluate, counsel and to provide treatment for students and their families.
2. Comprehensive knowledge of the early childhood population and professional knowledge of early childhood development, techniques, methods and issues necessary to carry out a wide variety of clinical services.
3. Comprehensive knowledge of community resources and institutions that serve families, including services offered, eligibility criteria, and referral procedures in order to effectively provide case management to children and families.
4. Comprehensive knowledge and skill in providing prevention, early intervention, consultation services with an early childhood setting.
5. Excellent oral and written communication skills in order work closely with students and families make assessments, referrals, and develop reports as required to carry out social work services related to the Healthy Futures Program.

RANKING FACTORS ARE THE SAME FOR THE DS-12 AND DS-13 GRADE LEVELS.

EVIDENCE OF EDUCATIONAL ACHIEVEMENT (DEGREE, TRANSCRIPT OR CREDIT HOURS) MUST ACCOMPANY THE DC-2000, EMPLOYMENT APPLICATION.

SUBSTITUTION OF EDUCATION FOR EXPERIENCE WILL BE ALLOWED AS DEFINED BY OPM'S X-118 QUALIFICATIONS STANDARDS. HOWEVER, IN ORDER TO RECEIVE CREDIT YOU MUST SUBMIT OFFICIAL PROOF OF EDUCATIONAL ATTAINMENT WITH YOUR APPLICATION. TIME-IN-GRADE REQUIREMENTS ARE APPLICABLE. APPLICANTS CLAIMING VETERANS PREFERENCE MUST SUBMIT OFFICIAL PROOF WITH THE APPLICATION.

APPLICATIONS SUBMITTED FOR CONSIDERATION WILL NOT BE RETURNED TO THE APPLICANT, EXCEPT THAT APPLICATIONS RECEIVED OUTSIDE THE AREA OF CONSIDERATION OR AFTER THE CLOSING DATE WILL BE RETURNED WITHOUT ACTION.

HOW TO APPLY: ALL APPLICANTS, INCLUDING DEPARTMENTAL EMPLOYEES AND OTHER D.C. GOVERNMENT EMPLOYEES, MUST SUBMIT THE DISTRICT OF COLUMBIA GOVERNMENT EMPLOYMENT APPLICATION, DC 2000. SELECTION (S) FROM THIS VACANCY ANNOUNCEMENT PENDING CLEARANCE THROUGH PRIORITY PLACEMENT PROGRAMS. "A NON-COMPETITIVE SELECTION OF A CANDIDATE ON THE AGENCY'S REEMPLOYMENT PRIORITY LIST OR THE DISPLACED EMPLOYEE'S PRIORITY LIST WILL RESULT IN CANCELLATION OF THIS VACANCY ANNOUNCEMENT."

WHERE TO APPLY: DEPARTMENT OF MENTAL HEALTH
DIVISION OF HUMAN RESOURCES
64 NEW YORK AVENUE, NE, 5th Floor
WASHINGTON, D.C. 20002
ATTN: Lori McDonald (202) 673-3517
FACSIMILE: (202) 673-4386

IN ACCORDANCE WITH THE D. C. HUMAN RIGHTS ACT OF 1977, AS AMENDED, D. C. CODE SECTION 1-2501 et seq. ("THE ACT") THE DISTRICT OF COLUMBIA DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, MARITAL STATUS, PERSONAL APPEARANCE, SEXUAL ORIENTATION, FAMILIAL STATUS, FAMILY RESPONSIBILITIES, MATRICULATION, POLITICAL AFFILIATION, DISABILITY, SOURCE OF INCOME, OR PLACE OF RESIDENCE OR BUSINESS. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. DISCRIMINATION IN VIOLATION OF THE ACT WILL NOT BE TOLERATED. VIOLATORS WILL BE SUBJECT TO DISCIPLINARY ACTION.

OFFICIAL JOB OFFERS ARE MADE ONLY BY THE DEPARTMENT OF MENTAL HEALTH, DIVISION OF HUMAN RESOURCES.

DRUG-FREE WORKPLACE ACT OF 1988. "Pursuant to the requirements of the Drug-Free Workplace Act of 1988, the individual selected to fill this position will, as a condition of employment, be required to notify his or her immediate supervisor, in writing, no later than five days after conviction of or plea of guilty to a violation of any criminal drug statute occurring in the workplace."